

AUDIT SERVICE

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Good Governance
and Accountability



P. O. Box ...**556**.....

.....**TEMA**.....

.....**28 MARCH**..... **20 22**.....

**THE PRESIDING MEMBER,
LA DADE-KOTOPON MUNICIPAL ASSEMBLY,
LA.**

Dear Sir,

**ANNUAL AUDIT REPORT ON THE ACCOUNTS OF THE LA
DADE – KOTOPON MUNICIPAL ASSEMBLY FOR THE
FINANCIAL YEAR ENDED 31 DECEMBER 2021.**

Accounts

The Financial Statements of the **LA Dade-Kotopon Municipal Assembly, LA** for the financial year ended 31 December 2021 have been examined.

2. The following Financial Statements and accounts are attached to the report:
 - i. Statement of Financial Position as at 31 December 2021;
 - ii. Revenue and Expenditure statement for the year ended 31 December 2021;
 - iii. Comparative statement of Revenue and Expenditure for the year ended 31 December 2021;
 - iv. Analysis of Bank balances as at 31 December 2021;
 - v. Cash Flow Statement as at 31 December 2021;
 - vi. Schedule to the Accounts for the financial year ended 31 December 2021; and
 - vii. Statement of Accumulated Fund as at Statement of Financial Position date.

Manner in which the accounts were kept and presented for audit

3. The accounts were properly maintained. The Financial Statements and accounts for the year under review were submitted to this office for validation and issue on 31 January 2022 as required by Section 80 (1) of the Public Financial Management Act 2016, Act 921.

Internal Control

4. The Internal Control systems in operation at the Assembly during the year under review were adequate and effective. The few lapses which were weak Internal Controls that we noted during our audit were submitted to management in management letters for necessary action.

Estimates

5. The Assembly's estimates were approved on the 29th September, 2020 before the commencement of the year under review.

Revenue

6. Total revenue realised by the Assembly during the financial year as detailed below was GH¢17,911,888.51 as against reviewed estimated figure of GH¢26,471,212.00, thus resulting in a negative variance of GH¢8,559,323.49. Management was able to collect IGF of GH¢10,794,534.80 or 40.78% of estimated revenue and 60.26% of actual revenue realized.

7. Total Grants received from Central Government amounted to GH¢7,117,353.51 39.74% of revenue realized and 26.89% of budgeted revenue

Details of Grants and Donations Received

Type	(GH¢)
Salaries GOG	4,201,588.06
G&S – Decentralized Departments	77,602.53
DACF Capital Dev.	1,067,151.23
DACF – MP	294,652.07
DDF Capital Development	1,119,615.00
Disability Fund	79,035.89
Donor Funds	220,400.00
CIDA	54,504.76
HIV/AIDs	2,804.17
Total	7,117,353.71

8. The management of the Assembly was urged to strengthen its revenue collection machinery to increase its internally generated revenue to enable it undertake more development projects in its area of operation to improve upon the lives of the people.

Expenditure

9. Total Expenditure incurred by the Assembly for the period under review was GH¢17,267,100.20 as against an estimated expenditure of GH¢26,471,212.00, resulting in a favorable variance of GH¢9,204,111.80.

Operational results

10. The management of the assembly spent GH¢17,267,100.20 out of total revenue of GH¢17,911,888.51 resulting in a surplus of GH¢644,788.31.

Expenditure Control

11. Control exercised by the Assembly over expenditure was satisfactory as it spent within its budget estimates. The revenue realized for the year exceeded the expenditure thereby resulting in the surplus during the period under review.

Development Projects

12. A total amount of GH¢4,214,901.18 or 23.53% of total revenue of GH¢17,911,888.51 realised during the period was used for developmental projects as against the budgeted figure of GH¢11,445,534.00.

Financial Position as at 31 December 2021.

Assets

Cash at Bank – GH¢3,300,268.47

13. The bank balances were reconciled with the relevant Bank Statements and Bank Certificates. Details are attached as Schedule 'A'.

Advances – GH¢8,139.00

14. The balance of Staff Advances in respect of loans advanced to staff as at the end of the year was GH¢8,139.

Accumulated Fund – GH¢3,308,407.47

15. The reserve fund of GH¢2,663,619.16 as at 1 January 2021 increased to GH¢3,308,407.47 at the balance sheet date as a result of the surplus of GH¢644,788.31 recorded during the year under review.

OPINION OF THE AUDITOR – GENERAL ON THE FINANCIAL STATEMENTS

Introduction

We have in accordance with Section 80 of Public Financial Management Act 2016, Act 921, Section 121 of the Local Government Act, 2003 (Act 462) and Section 11 of the Audit Service Act 2000 (Act 584) audited the Financial Statements of **La Dade – Kotopon Municipal Assembly, La** for the year ended 31 December 2021.

Responsibility of Management

Section 90 of the Local Government Act, 2003 (Act 462) requires the Assembly to keep proper accounts and records in relation to them and shall immediately after the end of each financial year, prepare a statement of its accounts in such form as the Auditor – General may direct, submitting them for audit.

Auditor – General’s Responsibility

Section 80 of Public Financial Management Act 2016, Act 921, Section 121 (1) Local Government Act, (Act 462) and Section 11 of the Auditor Service Act 2000 (Act 584) require the Auditor – General to audit and report on the accounts of the Metropolitan, Municipal and District Assemblies of Ghana. It is, therefore, the responsibility of the Auditor – General or his representatives to express an independent opinion on the financial statements of the Assembly.

Basis of Opinion

We conducted the audit in accordance with Generally Accepted Auditing standards and Auditing Standards of International Organization of Supreme Audit Institutions (INTOSAI). An audit includes examination on a test basis of evidence relevant to the accounts, disclosures and regularity of financial transactions included in the financial statements.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatements, whether caused by error, fraud or any other irregularity and that, the expenditure and income have been applied to the purpose intended by Parliament and the financial transactions conform to the authorities which govern them. In forming our opinion, we also evaluated the overall adequacy of the presentation of information in the financial statements.

Audit Opinion

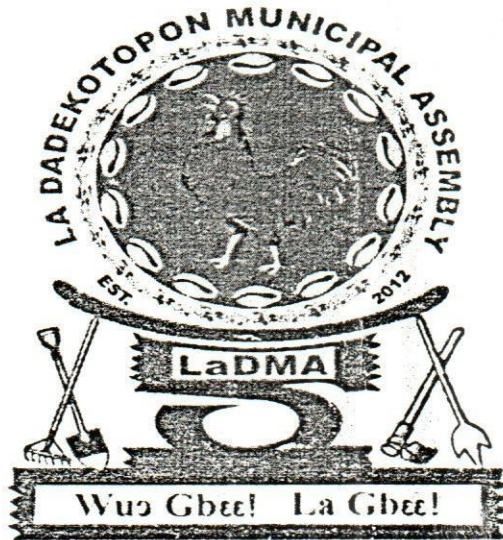
In our opinion, the Financial Statements present fairly the financial position of the Assembly as at 31 December 2021 and the results of its operations for the year ended and that the transactions were in accordance with the Financial Law, Regulations and Ministerial guidelines.



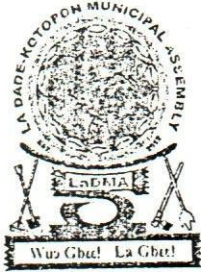
**For: Auditor – General
Robert K. Fiadzo
Assistant Auditor – General
Regional Auditor/GAR**

DATED THIS: 1st DAY OF April 2022 ACCRA.

LA DADE-KOTOPON MUNICIPAL ASSEMBLY



2021 ANNUAL ACCOUNTS



LA DADE-KOTOPON MUNICIPAL ASSEMBLY (LaDMA)



Our Ref: LaDMA/FIN/2022/1

18TH January, 2022

SUBMISSION OF 2021 ANNUAL ACCOUNTS

I submit here for your necessary action, the Annual Accounts for the Year ended 31st December, 2021.

This report includes

- Statement of Financial Position
- Statement of Cashflows
- Statement of Revenue & Expenditure
- Trial Balance
- Bank Reconciliation
- Notes to the Accounts

DANIEL NKROMAH
MUNICIPAL CO-ORDINATING DIRECTOR

Cc. THE CONTROLLER & ACCOUNTANT GENERAL
THE REGIONAL AUDITOR
THE DISTRICT AUDITOR

LA DADEKOTOPON MUNICIPAL ASSEMBLY

STATEMENT OF FINANCIAL POSITION AS AT 31ST DECEMBER 2021

	SCH	GHC	GHC
NON-CURRENT ASSETS			
Property, Plant and Equipments			
CURRENT ASSETS			
Advances		8,139.00	
Cash at bank		3,300,268.47	
TOTAL ASSETS			3,308,407.47
CURRENT LIABILITIES			
Payables			
Overdraft		-	
TOTAL LIABILITIES			3,308,407.47
NET ASSET			-
FINANCED BY:			
RATE FUND			
Accummulated Reserve		2,663,619.16	
surplus/deficit for the period		644,788.31	
			3,308,407.47

L.A DADE-KOTOPON MUNICIPAL ASSEMBLY
COMPARATIVE STATEMENT OF REVENUE AND EXPENDITURE FOR THE YEAR ENDING DECEMBER 2021

Code	EXPENDITURE	2020		2021		Code	REVENUE	2020		2021	
		ESTIMATE	ACTUAL	ESTIMATE	ACTUAL			ESTIMATE	ACTUAL	ESTIMATE	ACTUAL
2100000	Compensation of Emp	5,950,704.00	5,538,832.82	5,326,676.00	6,803,276.86	111000	Rates	1,600,000.00	1,307,928.55	2,215,000.00	2,061,775.74
2200000	Goods and Services	7,342,654.00	5,904,946.56	8,043,409.00	5,818,158.58	1412000	Land & Concession	2,887,000.00	3,254,615.57	3,498,176.61	5,094,668.54
2300000	Assets	12,427,335.00	6,138,528.56	11,445,534.00	4,214,901.18	1423000	Fees & Fines	1,695,000.00	1,273,734.84	1,594,891.00	1,622,757.72
2400000	Interest					1422000	Licenses	1,818,000.00	1,697,289.55	2,161,830.39	1,909,352.75
2600000	Grants					1415000	Rent			400,000.00	105,980.00
2700000	Social Benefits	140,000.00	55,514.59	170,000.00	168,166.78	1331000	Grants	19,000,000.00	8,722,268.25	16,501,314.00	7,117,353.71
2800000	Other Expenses	1,139,307.00	804,034.16	1,485,593.00	262,596.80		Investment Income		*		
						1450000	Miscellaneous				
	SUB TOTAL	27,000,000.00	18,502,756.69	26,471,212.00	17,267,100.20			27,000,000.00	16,255,836.76	26,471,212.00	17,911,888.51
	EXCESS/DEFECIT		(2,246,919.93)		644,788.31						
	TOTAL	27,000,000.00	16,255,836.76	26,471,212.00	17,911,888.51			27,000,000.00	16,255,836.76	26,471,212.00	17,911,888.51

LA DADE-KOTOPON MUNICIPAL ASSEMBLY

SUMMARY OF REVENUE FOR THE YEAR ENDING DECEMBER 2021

REVENUE ITEM	2020		2021	
	BUDGETED	ACTUAL	BUDGETED	ACTUAL
Rates	1,600,000.00	1,307,928.55	2,215,000.00	2,061,775.74
Land & Concession	2,887,000.00	3,254,615.57	3,498,176.61	5,094,668.54
Fees & Fines	1,695,000.00	1,273,734.84	1,594,891.00	1,622,757.77
Licenses	1,818,000.00	1,697,289.55	2,161,830.39	1,909,352.75
Rent			400,000.00	105,980.00
Grants	19,000,000.00	8,722,268.25	16,601,314.00	7,117,353.71
Investment Income				
Miscellaneous				
TOTAL	27,000,000.00	16,255,836.76	26,471,212.00	17,911,888.51

LA DADE-KOTOPON MUNICIPAL ASSEMBLY

DETAIL OF REVENUE FOR THE YEAR ENDING DECEMBER 2021

	2020		2021	
	BUDGETED	ACTUAL	BUDGETED	ACTUAL
RATES				
1131001 BASIC RATE				
1131002 PROPERTY RATES	1,600,000.00	1,307,928.55	2,115,000.00	2,061,775.74
1131003 PROPERTY RATE ARREARS				
1131004 UNASSESSED RATE			100,000.00	
SUBTOTAL	1,600,000.00	1,307,928.55	2,215,000.00	2,061,775.74
TOTAL	1,600,000.00	1,307,928.55	2,215,000.00	2,061,775.74
LANDS & ROYALTIES				
1412004 SALE OF BUILDING PERMIT	30,000.00	28,590.00	25,000.00	37,885.00
1412006 TRANSFER OF PLOTS				
1412007 BUILDING PLANS/PERMITS	2,797,000.00	3,166,266.57	3,413,176.61	5,015,841.48
1412009 TELECOM MAST PERMIT	60,000.00	59,759.00	60,000.00	40,942.06
SUB TOTAL	2,887,000.00	3,254,615.57	3,498,176.61	5,094,668.54
FEES				
1423001 MARKETS	30,000.00	19,259.65	40,000.00	34,403.55
1423005 REG. OF NIGHT TRADE	200.00		200.00	50.00
1423003 REG. OF CONTRACTORS	3,000.00	6,483.00	3,000.00	6,972.00
1423006 BURIAL FEE	50,000.00	26,215.00	50,000.00	72,775.50
1423007 POUNDS	200.00		200.00	
1423009 ADVERTISEMENT/BILL B.	720,000.00	689,531.49	740,000.00	956,637.17
1423011 MARRIAGE/DIVORCE REG.	80,000.00	89,897.00	100,000.00	98,680.00
1423012 MANAGED TOILETS	50,000.00	32,025.00	50,891.00	26,818.00
1423015 STREET PARKING FEE	180,000.00	92,193.00	300,000.00	82,955.50
1423047 AMBULANCE FEE	1,500.00		500.00	
1423052 SUBMISSION FEE (B. APP)	200,000.00	120,095.50		
1423076 LORRY PARKS FEE	150,000.00	68,316.20		125,546.10
1423157 DONATIONS	70,000.00	7,600.00	70,000.00	3,000.00
1423284 KEY CUTTING	100.00		100.00	
1423285 CAR RENTALS			1,000.00	
1423422 TAXI EMBOSSEMENT	100,000.00	106,085.00	100,000.00	125,154.95
1423464 FOOD HEALTH CERT.	10,000.00	6,134.00	89,000.00	81,115.00
1423527 PROCEED FROM SALE OF DOC	40,000.00		40,000.00	7,950.00

	2020		2021	
	BUDGETED	ACTUAL	BUDGETED	ACTUAL
SUB TOTAL	1,685,000.00	1,263,834.84	1,584,891.00	1,622,057.77
FINES, PENALTIES & FORFEITS				
1430005 MISC. FINES, PENALTIES				
SUB TOTAL				
LICENSES				
1422001 PITO/PALM WINE SELLERS/TAPPERS	500.00	316.00	500.00	530.00
1422002 HERBALIST LICENSE	10,000.00	3,175.00	10,000.00	12,255.00
1422005 CHOP BAR/RESTAURANTS				
1422006 CORN/RICE/FLOUR MILL				
1422007 LIQUOR LICENSE			50.00	
1422010 BICYCLE LICENSE	500.00	245.00	500.00	
1422009 BAKERS LICENSE	10,000.00	11,099.05	10,000.00	14,614.00
1422011 ARTISAN/SELF EMPLOYED				
1422012 KIOSK LICENCE	200.00		200.00	
1422013 SAND & STONE CONST. LICENSE	150.00	210.00	150.00	90.00
1422014 CHARCOAL/FIREWOOD	120,000.00	105,796.00	170,000.00	105,721.20
1422015 FUEL DEALERS	500.00	55.00	500.00	1,680.00
1422016 LOTTO OPERATORS	60,000.00	77,156.00	55,000.00	102,860.50
1422017 HOTEL/NIGHT CLUB	30,000.00	27,023.71	30,000.00	30,750.00
1422018 PHARMACIST/CHEMICAL				
1422019 SAWMILLS	25,000.00	25,715.60	30,000.00	14,070.00
1422020 TAXI/COMM. VEHICLE				
1422021 FACTORIES/OPERAT. FEE	500.00		500.00	
1422022 CANOPY/CHAIR/BENCH				
1422023 COMM. CENTRES				
1422024 PRIVATE EDUCATION INST.	200,000.00	393,531.97	493,080.39	543,524.08
1422025 PRIVATE PROFESSIONAL	7,000.00	2,690.00	7,000.00	80.00
1422026 MATERNITY HOME/CLINICS	150.00		150.00	
1422027 COM BAND/DANCE GROUP	5,000.00		5,000.00	
1422028 TEL/SECURITY SERVICE	200.00		200.00	
1422029 MOBILE SALE VAN	25,000.00	14,470.00	25,000.00	8,055.00
1422030 ENTERTAINMENT CENT			200.00	
1422031 WHEEL TRUCKS	100.00		100.00	
1422032 AKPETESHIE/SPIRIT SELL.	2,500.00	490.00	2,500.00	40.00
1422033 STORES/STALL (TRD. LIC)				

	2020		2021	
	BUDGETED	ACTUAL	BUDGETED	ACTUAL
1422035	DIST. WEEKLY LOTTO	500.00		
1422037	TRADITIONAL MEDICINE	200.00		
1422038	HAIRDRESSER/D'MAKERS	20,000.00	15,776.00	40,473.00
1422039	BAKERIES/BAKERS	2,500.00	3,069.00	5,986.06
1422040	BILLBOARDS	5,000.00	1,490.05	
1422041	TAXI LICENSES	500.00	620.00	800.00
1422042	SECOND HAND CLOTHING			
1422043	VEHICLE GARAGES	600,000.00	510,030.15	555,915.46
1422044	FINANCIAL INSTITUTIONS	70,000.00	38,591.76	48,121.96
1422045	COMMERCIAL HOUSES	7,000.00	10,322.10	
1422046	BOARDING AND ADVERTISING	1,500.00	797.00	110.00
1422047	PHOTO/VIDEO OPERATORS			
1422049	FITTERS	300.00	780.00	390.00
1422051	MILLERS	500.00		595.00
1422052	MECHANICS	500.00		
1422053	BLOCK MANUFACTURERS	2,000.00	562.00	1,260.00
1422054	LAUNDRIES/CAR WASH	10,000.00	39,936.20	11,397.00
1422055	PRINTING PRESS	40,000.00	28,998.00	53,581.07
1422057	PRIVATE SCHOOLS	30,000.00	28,210.00	9,115.00
1422058	AUTOMOBILE COMPANIES	90,000.00	55,023.63	70,096.20
1422060	AIRLINE/SHIPPING AGENTS			
1422061	SUSU OPERATORS	45,000.00	33,139.00	21,670.00
1422062	REAL ESTATE AGENTS	1,500.00	1,175.00	
1422063	FLORISTS/FLOWERPOT DEAL			
1422065	TERAZZO/CEMENT DEAL	10,000.00	13,741.00	8,760.00
1422067	BEERS BARS	2,000.00		
1422069	OPEN SPACES/PARKS	350,000.00	238,758.33	246,812.22
1422153	BUSINESS LICENCE	1,000.00		
1422072	REG. OF CONTRACTS			
1112306	GOODS AND SERVICES	30,000.00	14,297.00	25,000.00
1141102	MINING	500.00		
	PERMIT	200.00		
	LICENCE OF BUSINESS			
	SUB TOTAL	1,818,000.00	1,697,289.55	2,161,830.39
	RENTS OF LANDS, BUILDINGS			
1415002	GROUND RENT (LANDS COMM)			400,000.00
				105,980.00
				105,980.00